



TEXAS FUNERAL SERVICE COMMISSION

Commission Meeting via Video Conference

October 27, 2020 * 9:00 am

Hobby Building 333 Guadalupe, Austin, Texas 78701

TFSC VIDEO CONFERENCE COMMISSION MEETING OCTOBER 27, 2020

Due to Governor Greg Abbott's March 13, 2020 proclamation of a state of disaster, affecting all counties in Texas due to the Coronavirus (COVID-19) and the Governor's March 16, 2020 suspension of certain provisions of the Texas Open Meetings Act, this meeting will be held by video conference call, as authorized under Texas Government Code section 551.127.

Members of the public will have access and a means to participate in this meeting, by two-way communication, by visiting:

Join Zoom Meeting

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Meeting ID: 946 6700 5618

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Or Telephone – Dial (for higher quality, dial a number based on your current location):

+1 346 248 7799 US (Houston) or +1 253 215 8782 US (Tacoma) or

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Meeting ID: 946 6700 5618

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An electronic copy of the agenda is now available at www.tfsc.texas.gov, TFSC News and Things to Know, under "Open Meetings".

A recording of the meeting will be available after the meeting at: www.tfsc.texas.gov, TFSC News and Things to Know, under "Previous Meetings via Video Conference".

For public participants, please use the “Raise Hand” feature in Zoom to indicate that you wish to speak during the meeting. You may also submit an email to info@tfsc.texas.gov, no later than the end of business on October 23, 2020, if you would like to provide public comment. You will be contacted by staff with further instructions. When the Commission reaches the public comment item, the Chair will recognize you by name and give you an opportunity to speak.

*TFSC’s office will not be open for in-person public comments. Comments will be limited to no more than 3 minutes.

The Commission will convene in open session to determine the existence of a quorum, to deliberate, and to possibly take action on the following:

- I. Call to Order
- II. Invocation*
- III. Roll Call and Establishment of a Quorum
- IV. Public Comment
- V. Staff Departures
- VI. Approval of Commission Meeting Minutes
 - a. August 4, 2020 Commission Meeting Minutes
- VII. Financial Report – Glenn Bower
 - a. FY20 4th Quarter Budget Report and FY20 Annual Budget Report
 - b. FY20 4th Quarter Performance Measures
 - c. FY20 Annual Performance Measures
- VIII. Executive Director Report – Glenn Bower
 - a. Legislative Appropriations Request (LAR) FY 2022-2023
 - b. Annual Report per Texas Occupations Code §651.162, which includes information regarding licensing, inspection and enforcement activities; changes to policies; and complaint information.
 - c. Sunset Review Follow-up Report
 - d. Approval granted under 22 Texas Administrative Code §203.16 – Consequences of Criminal Convictions
 - e. Updated Provisional Program – Funeral Director and Embalmer task updates

- f. Return to the Office Procedure
- IX. Legal Report – Kyle E. Smith, Staff Attorney
 - a. 4th Quarter Closed Complaints
 - b. 4th Quarter Cease and Desist letters Issued/Repealed
- X. Request for Licensure in Accordance with 22 Texas Administrative Code §203.16 – Consequences of Criminal Convictions
 - a. Rulon Davis (Provisional Funeral Director and Embalmer Licenses)
 - b. Angela Meraz (Provisional Funeral Director License)
 - c. Samuel Botsford (Reinstatement of Funeral Director and Embalmer Licenses)
 - d. Bernadette Reding (Reinstatement of Funeral Director and Embalmer Licenses)
- XI. Request for Licensure in Accordance with 22 Texas Administrative Code §203.17 – Criminal History Evaluation Letter
 - a. Michael Southall (Provisional Funeral Director and Embalmer Licenses)
 - b. Jase Gautraux (Provisional Funeral Director License)
 - c. Taylor Woerner (Provisional Embalmer License)
- XII. Request for Licensure in Accordance with 22 Texas Administrative Code §203.18 – Reissuance of Revoked Funeral Director and/or Embalmer License
 - a. Jesse Zavala (Reissuance of Funeral Director License)
- XIII. Discussion of and possible adoption of rule change to 22 Texas Administrative Code §203.8(g) – Continuing Education
- XIV. Discussion of and possible adoption of rule change to 22 Texas Administrative Code §203.16 – Consequences of Criminal Convictions
- XV. Discussion of and possible recommendation of Emergency Action Plan for Licensed Funeral Establishments
- XVI. 2021 TFSC Commission Meeting Calendar
 - a. January
 - b. April
 - c. July
 - d. October
 - e. January 2022

- f. ICFSEB Annual Meeting, Hyatt Regency Galleria, Houston, February 24-25,
2021

XVII. Issues for consideration for future Commission meetings

XVIII. Adjourn

The Commission may meet in closed session on any item listed above, if authorized by the Texas Open Meeting Act, Texas Government Code Annotated Chapter 551.

Persons with Disabilities who plan to attend a Commission Meeting who need assistance should contact Glenn Bower at 512-936-2474 or by email info@tfsc.texas.gov several days prior to the meeting so arrangements may be made.

**Any invocation that may be offered shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the Commission. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Commission.*